

**Florida Department of Revenue
Property Tax Administration Task Force
Agenda**

LOCATION: 5050 WEST TENNESSEE STREET, BUILDING "C" , TALLAHASSEE, FL

MEETING DATE: Wednesday, February 6, 2002

10:00 – 11:00 **Full Membership Session – Jim Zingale, Chair**
General Announcements: Approval of 11/14/01 Meeting Summary; Meeting Handouts

Full Membership Briefing

BLUE

- Legislative Update: Status of DOR Recommendations – *Lisa Echeverri*
- Current Litigation: Status report – *Steve Keller*
- Real Property Guidelines: Update – *Jeff Kielbasa*
- DOR Roll Evaluation Process: Overview – *Jim Zingale*
- PTA Action Plan: Status Report – *David Beggs*

11:00 – 12:30 **Full Membership Discussion – New and On-going Issues**

GREEN

- Report on Requested Research
- Presentation of Survey Results
- Facilitated Discussion
 - Clarify issues, if needed
 - Discussion of Task Force Focus Group Structure
 - Select Focus Group Issues and Members, if needed

12:30 – 1:00 **Lunch**

1:00 – 2:30 **Focused Discussion – Focus Group Break-out Sessions, if needed**

- Facilitated Discussion
 - Prioritize Issues
 - Next Steps

2:30 PM **Full Membership Session**

- Reports to full membership, if needed – Focus group leaders
- Wrap-up, closing, scheduling of next meeting

3:00 PM **Adjourn**